



Quality Assurance/Quality Control
(QA/QC) for Jurisdictional
Determinations and Permit Review
Process

South Carolina Department of
Transportation Environmental Office

Quality Control

Quality Control (QC) is a detailed review involving checking prior to submittal of the Permit.

- **Permit Manager (PM) will make sure that the consultant knows who and where to go to get the most recent project design.**
- **Consultant will check to make sure all levels that are pertinent to the JD or permit are showing . Example existing and proposed pipes and NPDES Lines etc...(use checklist)**
- **Permit Manager/Consultant will check scope of the contract to ensure that consultant knows what is expected and timeline.**
- **The Permit Manager will make sure that the consultant has found Mitigation opportunities for the project before the permit is submitted if applicable**

Quality Assurance

- **Quality Assurance Review is conducted by the Permit Manager/Consultant for both the JD and Permit submittals.**
- **The Consultant will check the JD Checklist for completeness, accuracy and neatness.**
- **The Permitting Coordinator will give a copy of the JD to the Preconstruction Engineer and Design Managers for that Projects RPG (electronic version to Bob Bozard)**
- **The Consultant and Permit Coordinator will check the Permit checklist for completeness, accuracy and neatness.**
- **The Permitting Coordinator will give a copy of the permit application to the Preconstruction Engineer and Construction Office Contact before submitting to USACE and upon receipt of approval.**

Permit Checklist

Action	SCDOT Confirmation		Consultant Confirmation	
	Y	N	Y	N
1. Completed Corps application- signed by Consultant and SCDOT? Page after cover letter	Y	N	Y	N
2. Project Name, location, site assessment, description, and area maps? Section I.1-4 & App A	Y	N	Y	N
3. Copy of the approved National Environmental Policy Act (NEPA) document (if one exists). Section I.5 & App B	Y	N	Y	N
4. Is the project an expansion, modification, or improvement to a existing linear transportation project? Section I.6-7	Y	N	Y	N
5. Jurisdictional Determination (JD): SAC approval letter and map? Section I.9 & App C	Y	N	Y	N
6. Does the project involve impacts to ≤3ac freshwater, ≤0.5 acre tidal, or ≤300lf of jurisdictional areas? Section II	Y	N	Y	N
7. If the project involves bridge demolition, does the application provide a description of the demolition plan? Section II	Y	N or NA	Y	N or NA
8. Proposed Project Plans (11x17 black & white, cross sections at all impact areas, bankfull, plan view, etc.). Section II.1 & App G	Y	N or NA	Y	N or NA
a. Do the plans show the entire project area from beginning to end?	Y	N	Y	N
b. Do the plans show every wetland as identified on the JD- impacted OR avoided?	Y	N	Y	N
c. Are there adequate cross sectional diagrams for each typical fill? (to include pipes, etc.) If bridge replacement, is a profile of the bridge included?	Y	N	Y	N
d. Do the project impacts depicted on the plans equal the total impacts in the application and on the mitigation worksheets?	Y	N	Y	N
9. Wetland and Stream Impact Assessment Worksheet? Section II.2 & App D	Y	N	Y	N
10. Does the application describe the construction methods AND do the drawings depict temporary construction impacts? Sections II and IV & App G	Y	N	Y	N
13. Was there consideration of alternatives? Section III	Y	N or NA	Y	N or NA
11. Description of Avoidance and Minimization of waters of the Unites States: To include all on-site measures used to avoid and minimize impacts to wetlands, i.e. reduced side slopes, minimized widths of bike and pedestrian lanes through wetlands, shifts in alignment, reduced medians, etc. ? Section IV	Y	N	Y	N
12. Mitigation Plan to comply with the 2008 Mitigation Rule and the 2010 SAC Guidelines for Preparing a Mitigation Plan? Section V & App E	Y	N	Y	N
a. If proposing mitigation waiver, has functional assessment been completed? Section V.1	Y	N or NA	Y	N or NA
b. If proposing to utilize an existing Mitigation Bank, are worksheets included for credits required? Section V.2	Y	N or NA	Y	N or NA
c. If proposing permittee-responsible, is a complete mitigation plan included (addressing the 12 fundamental components) along with worksheets? Section V.3	Y	N or NA	Y	N or NA
d. If proposing escrow plan, has escrow plan template been completed? Section V.4	Y	N or NA	Y	N or NA
14. Information pertaining to the presence and/or the projects' potential affects to historic properties (to assist in complying with Section 106 of the National Historic Preservation Act of 1966)? Section VII & App F	Y	N or NA	Y	N or NA
15. Biological Assessment Report: Federal and State Threatened and Endangered Species, Habitat Survey? Section VIII & App F	Y	N	Y	N
a. If "May effect determination", is FWS concurrence included?	Y	N or NA	Y	N or NA
16. Essential Fish Habitat (EFH) Assessment and copies of all coordination with NMFS (as appropriate, when there are impacts to EFH)? Section IX & App F	Y	N or NA	Y	N or NA

SCDOT Concurrence _____
 Consultant Concurrence _____

JD Checklist*

Action	SCDOT Confirmation		Consultant Confirmation	
	Y	N	Y	N
1 Is the <i>Jurisdictional Determination Request</i> Form completed and signed?	Y	N	Y	N
2 Does the JD packet include:	Y	N	Y	N
a) Location Map	Y	N	Y	N
b) Aerial photograph with project boundary?	Y	N	Y	N
c) Topographic map with project boundary?	Y	N	Y	N
d) Soil survey map with project boundary?	Y	N	Y	N
e) Photographs of the site, wetlands, streams, ditches, etc?	Y	N	Y	N
f) Table with Latitude and Longitude for each jurisdictional feature (wetland, stream pond, etc.)?	Y	N	Y	N
3 Is the project boundary large enough to encompass all potential impacts including construction access?	Y	N	Y	N
4 Is the acreage for the project area included on the wetland map?	Y	N	Y	N
5 Are all wetlands and streams identified on a map or drawing?	Y	N	Y	N
6 Is there a map included showing the surface connection of how the stream, wetland, or ditch connects to a downstream (named) tributary?	Y	N	Y	N
b) Do all identified streams contain a clear line or polygon with linear footage?	Y	N	Y	N
7 Could you use the maps and drawings to easily locate the site and the boundaries of the wetlands within the project area <u>without the consultant present</u> ?	Y	N	Y	N
8 Data Sheets:				
a) Are data sheets included?	Y	N	Y	N
b) Is a reference map included to indicate where the data points are located?	Y	N	Y	N

SCDOT

Consultant

* This checklist includes information that is not necessarily required for a Jurisdictional Determination but will ensure a streamlined review